



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Joan E. Langsam, Treasurer
Capuano for Congress Committee
660 Broadway, Suite 23
Somerville, MA 02144

OCT 3 2000

Identification Number: C00336388

Reference: July Quarterly Report (4/01/00-6/30/00)

Dear Ms. Langsam:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-When a committee reports receiving a loan from the candidate, it is necessary to clarify whether or not the candidate used personal funds or borrowed the money from a lending institution or some other source. If the candidate borrowed funds from a lending institution, or other source, please provide the name of the lending institution and the complete terms of the loan. Additionally, for loans from a lending institution, you must file an FEC FORM C-1 (copy attached) and a copy of the loan agreement. If the loan(s) was from personal funds, please acknowledge that fact in an amendment to this report. It is important to note that "personal funds" is strictly defined by Commission Regulations. See 11 CFR §110.10. (11 CFR §§100.7(a)(1) and 104.3(d))

-A notation on Schedule C of your report indicates that the loan from Michael Capuano, is actually a line of credit.

After the initial terms of the credit line are disclosed (guarantors or endorsers, if any; bank; interest rate) the credit line should be reported on Schedules A and C as it is used. Each time the credit line is activated, the amount used should be reported on Line 13 of the Detailed Summary Page and itemized on Schedule A as a loan from the bank. A new Schedule C should be provided disclosing the